



## **Village Digital Media Terms of Use Policy**

The Village's presence on digital media (website and social media platforms) is intended for informational purposes only. If you wish to contact the Village, please visit the Village at 611 N. Dunlap Avenue, Savoy, Illinois 61874; call the Village at (217) 359-5894; or email [omb@savoy.illinois.gov](mailto:omb@savoy.illinois.gov). Always call 911 to report emergencies. Digital media sites are not monitored by the Village on a 24/7 basis.

### **Public Content Policy**

Village digital media sites are not public forums. This site may, or may not, allow the public to post comments or otherwise add content to the Village's page. If this site allows comments, it is considered a "limited public forum" and the Village may place reasonable restrictions considering the purpose served by the forum. Digital media sites are maintained by Village staff to ensure that posted comments are constructive and suitable for all readers, while respecting a range of opinions and points of view. Content posted by a member of the public is the opinion of that individual only, and its presence on a Village digital media site does not imply the endorsement, agreement, or necessarily reflect the opinions or policies of the Village. The following forms of content are not permitted on Village digital media sites and are subject to review and possible removal by the Village:

1. Obscene, libelous, malicious, offensive, threatening, profane, or defamatory language, symbols, videos, or images.
2. Personal attacks, threats, or hate speech.
3. Content that promotes, fosters, or perpetuates discrimination in violation of the 775 ILCS 5, the Illinois Human Rights Act.
4. Advertising or promotion of a commercial business or enterprise.
5. Comments falling outside the scope of the topic under discussion.
6. Content containing personal information (i.e., birthdates, social security numbers, personal phone numbers, etc.), confidential, or other sensitive information.
7. Content of a sexual nature.
8. Content that breaches any law, confidentiality, copyright, or intellectual property rights.
9. Comments in support of, or opposition to, any political campaign, candidate, or ballot measure.
10. Content promoting or encouraging any illegal activity.
11. Content promoting or denigrating religion, atheism, or any spiritual belief.
12. Content exchanges between public officials in violation of the State's Open Meetings Act.

Anyone posting comments which violate this Terms of Use Policy may be prohibited from future participation.

### **Records Retention**



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611 N. Dunlap Avenue | Savoy, Illinois 61874 | Phone: (217) 359-5894 | Fax: (217) 359-0202 | [www.savoy.illinois.gov](http://www.savoy.illinois.gov)

The Village's official social media resources are subject to the 5 ILCS 140, the Freedom of Information Act. With only certain limitations, content on official digital media resources are public records and subject to public disclosure. Illinois law and relevant Village record retention policies apply to digital media content. As official Village records, digital media content shall be preserved and retained in a format that preserves the integrity of the original record.

### **Disclaimer**

The Village reserves the right to update this Terms of Use Policy at any time. The Village does not warrant or make representations or endorsements as to the quality, content, suitability, accuracy, or completeness of the information, text, images, video, graphics, hyperlinks, or other items contained on a digital media site's server or any other server. Such materials have been compiled from a variety of sources and are subject to change without notice. The Village's primary and predominant online presence is the Village's official website at [www.savoy.illinois.gov](http://www.savoy.illinois.gov), and no other digital media site shall characterize itself as such.

Except to the extent required by law, commercial use of the materials on this site are prohibited without the expressed written permission of the Village. Some of the links on the Village's digital media pages may lead to resources outside the control of the Village. The presence of these links should not be construed as an endorsement by the Village of these sites or their content. The Village is not responsible for the content of any such external site.

Except to the extent required by law, communications made through, and comments made on, the Village's digital media pages shall in no way be deemed to constitute legal notice to the Village of Savoy or any of its agencies, officers, employees, agents, or representatives with respect to any existing or potential claim or cause of action against the Village, its officers, employees, agents, or representatives where notice to the Village is required by any federal, state, or local laws, rules, or regulations.